

April 19, 2018

SARAH LATHAM
Vice Chancellor, Business and Administrative Services

Dear Sarah:

Re: 2017-2018 Student Fee Advisory Committee Funding Recommendations

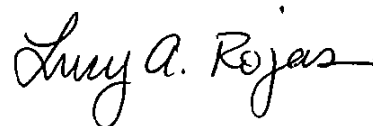
The Student Fee Advisory Committee (SFAC) was charged with reviewing funding proposals for the allocation of Student Services Fees and Measure 7 Student Programs Fee. The committee employed a data-driven approach using established criteria and metrics to review proposals that were submitted by various campus community members. I am pleased to notify you that Vice Provost Jaye Padgett has approved the following one-time allocation to Business and Administrative Services, consistent with the recommendations submitted by the SFAC.

Division	Department/Program	Author(s) of Proposal	Description	Student Services Fee
BAS	Experiential Learning @ OPERS	Miranda Allen and Dustin Smucker	Leadership workshop and marketing for Experiential Learning program.	6,000.00

These funds are to be expended in the manner outlined in the funding proposal submitted by the author(s) by June 1, 2019. SFAC award funding will be provided on a reimbursement basis. Therefore, when funds are expended, please contact Director Denise Iarina with the Student Success Division to request reimbursement. Denise may be contacted at dtoni@ucsc.edu. Back up documentation is required in order to be reimbursed. The following documentation may be submitted as back up to the request: copies of receipts, copies of ledgers with posted expenses, etc. Please also include a copy of this award letter and the FOAPAL to which funds are to be transferred to. Deadline for reimbursement is June 1, 2019. Any unspent funds will be returned to SFAC for future allocation. Any student groups that require funding to be released in advance of an event in order for that event to be approved, should contact me directly to coordinate the transfer of funds.

If you or your staff has questions about your allocation or reimbursement process, please do not hesitate to contact me at extension 9-1676 or via email at larojas@ucsc.edu.

Sincerely,



Lucy A. Rojas
Assistant Vice Chancellor & Chief of Staff

cc: Director Allen
Director Ilarina
Director Logan
Vice Provost Padgett
Associate Director Smucker
Business Manager Vasquez
SFAC